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March 28, 2002

Commissioner of Patents and Trademarks  
United States Patent and Trademark Office  
Washington, D.C. 20231

Re: Kenneth H. Bottom  
Application No.: 10/051,927

Dear Sir:

Enclosed please find a check made payable to the Commissioner of Patents and Trademarks for \$80.00 in accordance with the enclosed Notice To File Missing Parts of NonProvisional Application.

Yours very truly,

JACK C. MCGOWAN & ASSOCIATES

  
Jack C. McGowan

JCM/ten  
Enclosures

FEB 19 2002

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COMMISSIONER FOR PATENTS  
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APPLICATION NUMBER	FILING/RECEIPT DATE	FIRST NAMED APPLICANT	ATTORNEY DOCKET NUMBER
10/051,927	01/22/2002	Kenneth H. Bottom	JM001

CONFIRMATION NO. 1349

FORMALITIES LETTER



\*OC000000007485417\*

Jack C. McGowan  
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Date Mailed: 02/15/2002

**NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION**

FILED UNDER 37 CFR 1.53(b)

**Filing Date Granted**

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given **TWO MONTHS** from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- The statutory basic filing fee is insufficient.  
*Applicant must submit \$ 15 to complete the basic filing fee for a small entity.*
- To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(l) of \$65 for a small entity in compliance with 37 CFR 1.27, must be submitted with the missing items identified in this letter.
- The balance due by applicant is \$ 80.

The application is informal since it does not comply with the regulations for the reason(s) indicated below.

The required item(s) identified below must be timely submitted to avoid abandonment:

- Substitute drawings in compliance with 37 CFR 1.84 because:
  - drawing sheets do not have the appropriate margin(s) (see 37 CFR 1.84(g)). Each sheet must include a top margin of at least 2.5 cm. (1 inch), a left side margin of at least 2.5 cm. (1 inch), a right side margin of at least 1.5 cm. (5/8 inch), and a bottom margin of at least 1.0 cm. (3/8 inch);

04/10/2002 NMOHAMM1 00000011 10051927

01 FC:201	15.00 OP
02 FC:205	65.00 OP

*A copy of this notice **MUST** be returned with the reply.*

*W. Karam*

Customer Service Center

Initial Patent Examination Division (703) 308-1202

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